

Board of Trustees Retreat Meeting (Monday, January 22, 2018)

Members present

Kay S Meek, Mark Storch, Romeo Agbalog, John S Corkins, William M Thomas, Dennis L Beebe, Kyle W Carter

1. Open Session

A. Call to Order

The meeting was called to order at 9:01 a.m. by President, Trustee Meek.

B. Adoption of Agenda-(*Revisions to Agenda)

Motion by John S Corkins, second by William M Thomas.

Final Resolution: Motion Carries

Ayes: Kay S Meek, Mark Storch, Romeo Agbalog, John S Corkins, William M Thomas

Absent for vote: Dennis L Beebe, Kyle W Carter

2. Preliminary Items

A. Presentation of the Kern Community College District annual audit report for the period ended June 30, 2017, as prepared by KCoe & Isom, Certified Public Accountants.

Interim CFO, Debbie Martin, presented the annual audit report to the Board. Mrs. Martin gave a summary of the results for the period ending June 30, 2017. The board discussed the report, followed by a brief Q&A with the CFO and Chancellor.

Point of clarification: Mrs. Martin reported to the Board about an auditor's error in the Auditors also restated last year's numbers for this year's audit error. Copies of the handout were made available to the Board and the general public on the District's website in BoardDocs and at the meeting, along with the agenda.

A copy of said Report B-1-18 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

3. Public Comments --- Open Session At this time, the public may address the Board of Trustees on any matter within the subject matter jurisdiction of the Board that is not on the agenda. The public may address the Board of Trustees on each of the agenda items as those items are considered. Each speaker will be allowed a maximum of five (5) minutes per topic. Twenty (20) minutes shall be the maximum time allotment for public speakers on any one (1) subject regardless of the number of speakers at any one (1) Board meeting. At the discretion of a majority of the Board, these times may be extended. Each person who addresses the Board must first be recognized by the presiding officer. Comments must be addressed to the Board as a whole and not to individual members or District employees. The Board and staff are not obligated to comment on, or respond to, or address comments by the public.

There were no public comments.

4. Business Services (Approval) The Business Services items listed below are recommended for approval to authorize the Chancellor or Chief Financial Officer to execute agreements to procure construction services above \$45,000 or to procure goods and services other than construction services above \$88,300, in accordance with Board Policy 3A9A. All amounts designated are not to exceed the specified amount unless otherwise noted.

A. Adoption of the Nonresident Tuition Fee for 2018-19. The proposed Nonresident Tuition Fee of \$214.00 per semester unit for a 30 unit semester term academic year is based on the district average cost option 2 fee per unit. The proposed rate results in a \$3.00 (1.4%) increase over the current rate of \$211.00 per unit and is projected to increase local revenues by \$19,000.00 and will be deposited into GU001 Unrestricted funds. The fee will be per unit, up to and including 15 units, and will be effective beginning the summer session of 2018.

A copy of said Report B-2-18 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

Motion by John S Corkins, second by Mark Storch.

Final Resolution: Motion Carries

Ayes: Kay S Meek, Mark Storch, Romeo Agbalog, John S Corkins, William M Thomas

Absent for vote: Dennis L Beebe, Kyle W Carter

5. KCCD Board Retreat

A. Bakersfield College 2017-18 State of the College

Dr. Sonya Christian presented her State of the College report to the Board and the public, highlighting successes and challenges from 2017, and what is upcoming in 2018 for Bakersfield College. The board discussed the report, followed by a brief Q&A with the college president. Copies of the handout were made available to the Board and the general public on the District's website along with the agenda in BoardDocs.

A copy of said Report A-1-18 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

B. Cerro Coso Community College 2017-18 State of the College

President Jill Board presented her State of the College to the Board and the public, highlighting successes and challenges from 2017, and what is upcoming in 2018 for Cerro Coso Community College. The board discussed the report, followed by a brief Q&A with the college president. Copies of the handout were made available to the Board and the general public on the District's website along with the agenda in BoardDocs.

A copy of said Report A-2-18 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

C. Porterville College 2017-18 State of the College

Interim President Bill Henry presented his State of the College to the Board and the public, highlighting successes and challenges from 2017, and what is upcoming in 2018 for Porterville College. The board discussed the report, followed by a brief Q&A with the college president. Copies of the handout were made available to the Board and the general public on the District's website along with the agenda in BoardDocs.

A copy of said Report A-3-18 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

D. 2017-18 District Office Annual Administrative Unit Review-Business Services

Interim CFO, Deborah A. Martin, presented her department's Annual Unit Review to the Board and the public, highlighting successes and challenges from 2017, and what is upcoming in 2018 for the

District. The board discussed the report, followed by a brief Q&A with the CFO. Copies of the handout were made available to the Board and the general public on the District's website along with the agenda in BoardDocs.

A copy of said Report A-4-18 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

E. 2017-18 District Office Annual Administrative Unit Review-Construction & Facilities

Associate Vice Chancellor (AVC), Eric Mittlestead, presented his department's Annual Unit Review to the Board and the public, highlighting successes and challenges from 2017, and what is upcoming in 2018 for the District. The board discussed the report, followed by a brief Q&A with the AVC of Construction & Facilities. Copies of the handout were made available to the Board and the general public on the District's website along with the agenda in BoardDocs.

A copy of said Report A-4-18 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

F. 2017-18 District Office Annual Administrative Unit Review-Educational Services

Vice Chancellor (VC), John Means, presented his department's Annual Unit Review to the Board and the public, highlighting successes and challenges from 2017, and what is upcoming in 2018 for the District. The board discussed the report, followed by a brief Q&A with the VC of Educational Services. Copies of the handout were made available to the Board and the general public on the District's website along with the agenda in BoardDocs.

A copy of said Report A-5-18 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

G. 2017-18 District Office Annual Administrative Unit Review-Educational Services Economic & Workforce Development

Vice Chancellor (VC), John Means, presented his department's Annual Unit Review to the Board and the public, highlighting successes and challenges from 2017, and what is upcoming in 2018 for the District. The board discussed the report, followed by a brief Q&A with the VC of Educational Services. VC Means introduced Cindy Collier as the new AVC for Economic & Workforce Development. Copies of the handout were made available to the Board and the general public on the District's website along with the agenda in BoardDocs.

A copy of said Report A-6-18 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

H. 2017-18 District Office Annual Administrative Unit Review-Human Resources

Chancellor (VC), Tonya Davis, presented her department's Annual Unit Review to the Board and the public, highlighting successes and challenges from 2017, and what is upcoming in 2018 for the District. The board discussed the report, followed by a brief Q&A with the VC of Human Resources. Copies of the handout were made available to the Board and the general public on the District's website along with the agenda in BoardDocs.

A copy of said Report A-7-18 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

I. 2017-18 District Office Annual Administrative Unit Review - IT

Chief Information Officer (CIO), Gary Moser, presented his department's Annual Unit Review to the

Board and the public, highlighting successes and challenges from 2017, and what is upcoming in 2018 for the District. The board discussed the report, followed by a brief Q&A with the CIO. Copies of the handout were made available to the Board and the general public on the District's website along with the agenda in BoardDocs.

A copy of said Report A-8-18 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

J. 2017-18 District Office Annual Administrative Unit Review-General Counsel

General Counsel, Chris Hine, presented his department's Annual Unit Review to the Board and the public, highlighting successes and challenges from 2017, and what is upcoming in 2018 for the District. The board discussed the report, followed by a brief Q&A with Mr. Hine. Copies of the handout were made available to the Board and the general public on the District's website along with the agenda in BoardDocs.

A copy of said Report A-9-18 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

K. Brown Act and Code of Ethics in Educational Governance (Presentation by Grant Herndon from SLS)

Schools Legal Service's General Counsel, Grant Herndon, presented a PowerPoint presentation on the Brown Act and Code of Ethics to our Board as a whole. This training meets the boards' goal on professional development.

A copy of said Report A-10-18 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

L. Harassment Training (Presentation by General Counsel Chris Hine)

General Counsel, Chris Hine presented a mandatory two-hour sexual harassment training to the Board as a whole, with Chancellor Burke in attendance. This training meets the boards' goal on professional development.

A copy of said Report A-11-18 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

M. Discussion Regarding Board Member Email Addresses

The Board discussed options for communications with their constituents. An option was presented by the Chancellor's office to provide each member access to a Kern Community College District email, made accessible through the District's website.

A copy of said Report A-12-18 in the Supplementary Minutes File is hereby made a part of the minutes of this meeting by reference as if fully set forth herein.

6. Reminders

A. Form 700 Statement of Economic Interests

Form 700 was made available to each board member for completion prior to March 1, 2018, and submitted to Kern Community College District General Counsel's Executive Assistant, Suzanne Galindo.

B. KCCD Board Committees for 2017-2019

Trustee Meek asked the Board if any members wanted to make changes to the existing committees. The Board did not take any action to make changes. The members will stay on their committees until December 2018, as previously discussed during the election of officers at the annual organizational board meeting held in December 2017.

7. Other/Readings

- A. Summary of Governors 2018-19 Budget for Community College System**
- B. Tax Reform Implications for Higher Education**
- C. Providing Leadership Through a Pathway of Initiatives**
- D. A Board's Evolution in Policy Governance**
- E. Board and CEO Working Together White Paper**
- F. CC League of CA Training and Conference Schedule**

Chancellor Burke shared the summary figures from the Governor's 2018-19 January budget, and its effects on the community college system. Chancellor Burke also provided five other documents with a brief summarization, and that they will continue to explore the listed subject matters throughout the academic year.

8. Public Comments-(Regarding Closed Session Agenda Items)

There were public comments. The Board adjourned to closed session at 2:46 p.m.

9. Adjournment to Closed Session

A. Closed Session Items

10. Return to Open Session

A. Return to Open Session and Report of Actions Taken in Closed Session as Required

The board returned to open session at 3:14 p.m. Trustee Meek reported out Chancellor Burke's evaluation would be continued during the closed session at the February board meeting.

11. Adjournment

The meeting adjourned at 3:16 p.m.